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Minutes

Provost's Advisory Group (formerly Council of
Deans)

1994

October 25, 1994

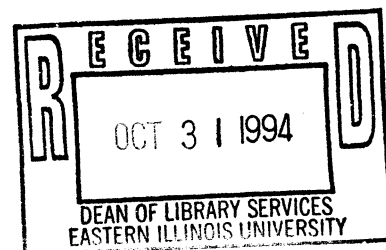
Council of Deans

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**MINUTES
COUNCIL OF DEANS' MEETING
October 25, 1994**

Present: Greathouse, Joley, Johnson, Ebdon, Moore, Lanham, Woodward, Williams, Hill, Weidner

1. Employment of Foreign-Born Faculty

Dean Williams discussed the procedures for hiring foreign-born faculty. He recommended that departments contact him before interviewing or making any commitment to foreign born individuals.

2. BGU Cooperative Grant

Dean Johnson distributed information on the BGU Cooperative Grant and discussed the program. He requested input on distribution of funds and allocation of internships.

3. Grade Appeal Request Form

There was discussion of a revised grade appeal request form developed by Dean Johnson. There was discussion of the form and internal governing policy. Dean Johnson will revise the form and policy and return them to the Council.

4. Undergraduate Academic Waiver Request Form

The academic affairs supply of undergraduate academic waiver request forms is running low and Dr. Hill asked if revisions to the form were needed. The college deans will discuss this with the certifying officers and report to the Council.

5. General Education Course Courses - Course Level Changes from 2000 to 3000

CAA minutes dealing with course number changes from 2000 to 3000 were distributed. These minutes show that the 2000 level courses cannot be used for 3000 level credit.

6. Course Fees and Supplemental Course Charges

The President's Council has requested Dr. Hill to submit a recommendation from deans and chairs on how to handle notifying students of course fees and supplemental course charges. Deans will consult with department chairs.

7. Moving Expense Reimbursement - Internal Governing Policies

Dr. Weidner reported that Internal Governing Policies clearly indicate that reimbursement of moving expenses is limited to the lesser of 50 percent of actual cost or \$1,000. Deans were asked to notify departments that additional reimbursement cannot be made.

8. Minority and Female Business Enterprise Council Contract Availability Notice

Dr. Weidner reported on a new state law requiring that the Minority and Female Business Enterprise Council receive prior notice of any personal services contracts. Mr. Bennett, Mr. Cooley and Mr. May will be invited to discuss this law at the November 1 meeting.

9. FY94 Cost Study

Deferred.

10. Strategic Plans/Equipment

Departments with general needs for equipment may include general statements in their strategic plans. Initiatives involving specific equipment require specific statements be included in strategic plans.

The next meeting of the Council of Deans will be on Tuesday, November 1, at 9:00 a.m. in Old Main room 109.

Suzanne Walden
Recording Secretary